



# PURCHASE ORDER

Appendix 61

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

**DELIVERY DUE DATE: 25 MAR 2026**

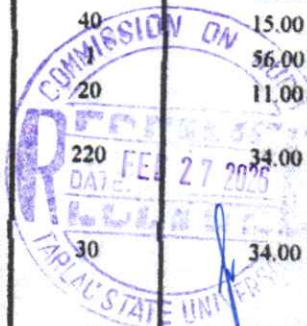
Supplier : <b>LAMBERT TRADING</b>	P.O. No. : <u>2026-090</u>
Address : <u>Quezon Street, Talavera, Nueva Ecija</u>	Date : <u>2/18/2026</u>
TIN : <u>220-934-592-000</u>	Mode of Procurement : <u>Small Value Procurement (SVP)</u>
Contact No : <u>0945-430-3594/0956-255-1529</u>	

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <b>TARLAC STATE UNIVERSITY</b>	Delivery Term : <u>30 calendar days</u>
Date of Delivery : _____	Payment Term : <u>n/30</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
2 ✓	piece	BINDER RING, Plastic comb binding ring, 25mm (250 sheets capacity), (Generic)	20	28.00	560.00
3 ✓	piece	BINDER RING, Plastic comb binding ring, 51mm (450 sheets capacity), (Generic)	20	45.00	900.00
4 ✓	tube	BLADE, Cutter 1", (HBW)	2	21.00	42.00
5 ✓	ream	BOOK PAPER, 8.5" x 13", Sub24, 80gsm, (Office Pro)	500	188.00	94,000.00
6 ✓	ream	BOOK PAPER, A4, Sub24, 80gsm, (Office Pro)	500	170.00	85,000.00
8 ✓	piece	CLIP BOARD, Legal, Plastic, (Joy)	7	102.00	714.00
9 ✓	piece	CLIP BOARD, PVC Clip Board Long 13-1/2" x 9" (Black-Color) Clip Board a small board with a spring clip at the top, used for holding papers and providing support for writing, computing a temporary storage area where material cut or copied from a file is kept for pasting into another file. (MGK)	10	70.00	700.00
10 ✓	box	CLIP, backfold, 41mm, 12s/box, (MGK)	2	32.00	64.00
13 ✓	piece	DESK TRAY, 3 Layers, wiremesh, (Generic)	7	582.00	4,074.00
14 ✓	piece	ENVELOPE, Expanding plastic, (Philtint)	65	20.00	1,300.00
16 ✓	box	FASTENER, plastic, 70mm, 50sets/box, (Joy)	7	35.00	245.00
18 ✓	pack	FOLDER, Moroccan Embossed Slide Folder, long (Moroccan 25's)	1	215.00	215.00
19 ✓	pack	FOLDER, Tagboard, folder with tab, legal, white (100pcs/pack), (System)	1	315.00	315.00
22 ✓	piece	GLUE STICK, Multi-Purpose, Retractable, Quick drying, 8g (HBW)	5	11.00	55.00
23 ✓	piece	GLUE STICK, Washable, Big, 36 grams (for diploma) (HBW)	50	27.00	1,350.00
28 ✓	piece	ILLUSTRATION BOARD, 30X40", 2 ply (Generic)	46	18.00	828.00
38 ✓	piece	LANYARD, (Generic)	40	15.00	600.00
39 ✓	pack	MANILA PAPER, 36x48, folded, 10s/pack (Generic)	20	56.00	56.00
40 ✓	piece	MARKER PEN, Plastic, permanent with fine marker point (0.5) for validation of School ID, (HBW)	20	11.00	220.00
43 ✓	piece	MARKER, Refillable Permanent Black, Ink: Alcohol-Based, Tip: Acrylic fibre, Tip Diameter: 4.0mm, Width of Stroke: 1.00mm, Weight: 16.2g, (Pilot)	220	34.00	7,480.00
44 ✓	piece	MARKER, Refillable Permanent Blue, Ink: Alcohol-Based, Tip: Acrylic fibre, Tip Diameter: 4.0mm, Width of Stroke: 1.00mm, Weight: 16.2g, (Pilot)	30	34.00	1,020.00
45 ✓	piece	MARKER, Refillable Permanent Red, Ink: Alcohol-Based, Tip: Acrylic fibre, Tip Diameter: 4.0mm, Width of Stroke: 1.00mm, Weight: 16.2g, (Pilot)	20	34.00	680.00
49 ✓	pad	NOTE PAD, Stick On, 2" x 3" (HBW)	13	12.00	156.00
<i>sub-total:</i>					<b>200,574.00</b>





# PURCHASE ORDER

Appendix 61

Procurement Unit

Telephone No.: (045) 606-3110 local 157/142

DELIVERY DUE DATE: 25 MAR 2026

Supplier : <b>LAMBERT TRADING</b>	P.O. No. : <u>2026-090</u>
Address : <u>Quezon Street, Talavera, Nueva Ecija</u>	Date : <u>2/18/2026</u>
TIN : <u>220-934-592-000</u>	Mode of Procurement : <u>Small Value Procurement (SVP)</u>
Contact No : <u>0945-430-3594/0956-255-1529</u>	

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Place of Delivery : <u>TARLAC STATE UNIVERSITY</u>	Delivery Term : <u>30 calendar days</u>
Date of Delivery : _____	Payment Term : <u>n/30</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Balance Forwarded:</b>			<b>200,574.00</b>
50 ✓	pad	NOTE PAD, Stick On, 3x4, 100sheets/pad, (HBW)	5	23.00	115.00
57 ✓	pack	PAPER, Specialty Paper, 70gsm, Cream, Legal, (Worx)	7	18.00	126.00
60 ✓	pack	PAPER, Vellum, Legal, Plain, 120gsm, (Elit 10's)	5	17.00	85.00
62 ✓	box	PEN, gel type, black, 0.5mm needle tip, 12pcs/box (Testgood)	1	145.00	145.00
66 ✓	piece	PEN, Sign Pen, black, liquid/gel ink, 0.5mm, non-refillable, (M&G)	22	12.00	264.00
67 ✓	piece	PEN, Sign Pen, blue, liquid/gel ink, 0.5mm, non-refillable, (M&G)	60	12.00	720.00
68 ✓	piece	PEN, Sign Pen, red, liquid/gel ink, 0.5mm, non-refillable, (M&G)	10	12.00	120.00
70 ✓	pack	PHOTO PAPER, A4, High glossy, 230gsm, 20sheets/pack. (Quaff)	8	90.00	720.00
73 ✓	box	PUSH, pins, (HBW)	10	33.00	330.00
74 ✓	piece	PVC COVER, Legal, 8.5" x 13", 300 Micron, (MGK)	1	6.00	6.00
78 ✓	bundle	RING BINDER, Plastic, 12mm, 110sheets, (1 dozen), (Generic)	1	110.00	110.00
79 ✓	bundle	RING BINDER, Plastic, 16mm, 150sheets, (1 dozen), (Generic)	1	165.00	165.00
80 ✓	bundle	RING BINDER, Plastic, 24mm, 220sheets, (1 dozen), (Generic)	1	330.00	330.00
81 ✓	unit	SCIENTIFIC CALCULATOR, 417 Function, Fraction calculation, Combination and Permutation, Statistics New equation mode, 9 variable memories Table function, Equation calculation, Multi replay 10+2 digits, Dot matrix, Plastic keys comes with new slide-on hard case, Solar and Battery, Dimensions:8.5x2.7x19.3cm (Casio FX991ES Plus)	1	1,245.00	1,245.00
82 ✓	piece	SLIDING FOLDER, Assorted color, Legal, (Generic)	25	13.00	325.00
84 ✓	bottle	STAMP PAD INK, Black, 50ml (HBW)	3	18.00	54.00
85 ✓	bottle	STAMP PAD INK, Blue, 50ml (HBW)	2	18.00	36.00
86 ✓	box	STAPLE WIRE, 10mm, 1000pcs/box (Joy)	3	45.00	135.00
87 ✓	box	STAPLE WIRE, 6mm, 1000pcs/box (Joy)	3	30.00	90.00
88 ✓	box	STAPLE WIRE, For gun tacker HT21 2000/box (Joy)	3	30.00	90.00
89 ✓	box	STAPLE WIRE, For gun tacker, 10.00mm, (1000 staples), (Joy)	2	50.00	100.00
90 ✓	box	STAPLE WIRE, for gun tacker, stainless steel, 13/4-6-8mm. (Joy)	2	45.00	90.00
91 ✓	box	STAPLE WIRE, For gun tacker, stainless steel, 4-6-8mm, (Joy)	1	45.00	45.00
		sub-total:			<b>206,020.00</b>





# PURCHASE ORDER

Procurement Unit

Telephone No. (045) 606-8110 local 157/142

**DELIVERY DUE DATE: 25 MAR 2026**

Supplier : <b>LAMBERT TRADING</b>	P.O. No. : <del>2026-090</del>
Address : <b>Quezon Street, Talavera, Nueva Ecija</b>	Date : <b>2/18/2026</b>
TIN : <b>220-934-592-000</b>	Mode of Procurement : <b>Small Value Procurement (SVP)</b>
Contact No : <b>0945-430-3594/0956-255-1529</b>	

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Date of Delivery : _____	Payment Term : <b>n/30</b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
<b>Balance Forwarded:</b>					<b>206,020.00</b>
92 ✓	box	STAPLE WIRE, No. 10 (Joy)	13	6.00	78.00
93 ✓	pack	STICKER PAPER, (white) 8:5" x 13" (legal) matte type (10sheets/pack), (MGK)	5	30.00	150.00
94 ✓	pack	STICKER PAPER, A4 matte type (10s/pack), (Sentro)	10	40.00	400.00
95 ✓	pack	STICKER PAPER, Glossy, A4 (10s per pack), (Sentro)	17	40.00	680.00
98 ✓	pad	STICKY NOTES, 3x4, 100sheets/pad (HBW)	10	25.00	250.00
					<b>207,578.00</b>

\*\*\*\*\*  
Purpose: Office Supplies - APP 3rd Quarter 2025  
(PR# 2025-10-312)

(51)

**Two Hundred Seven Thousand Five Hundred Seventy-Eight Pesos Only**

*In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.*

Conforme:

Signature over Printed Name of Supplier: LORAINA A. MANDUAG

Date: February 27, 2026 \*received email 2/18/2026

Very truly yours,

**DR. ARNOLD E. VELASCO**  
President

Authorized Official

Fund Cluster : _____	ORS/BURS No. : <u>12-206441-2026-02-0809</u>
Funds Available : _____	Date of the ORS/BURS: <u>19 FEB 2026</u>
<p><u>JASPER A. YAUDER, CPA</u> Budget Officer</p>	Amount : <u>₱ 207,578-</u>





## PURCHASE ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: 25 MAR 2026

Supplier : <b>LAMBERT TRADING</b>	P.O. No. : 2026-090
Address : <b>Quezon Street, Talavera, Nueva Ecija</b>	Date : 2/18/2026
TIN : <b>220-934-592-000</b>	Mode of Procurement : <b>Small Value Procurement (SVP)</b>
Contact No : <b>0945-430-3594/0956-255-1529</b>	

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5	ream	<b>BOOK PAPER</b> , 8.5" x 13", Sub24, 80gsm, (Office Pro)	500	188.00	94,000.00
6	ream	<b>BOOK PAPER</b> , A4, Sub24, 80gsm, (Office Pro)	500	170.00	85,000.00
8	piece	<b>CLIP BOARD</b> , Legal, Plastic, (Joy)	7	102.00	714.00
9	piece	<b>CLIP BOARD</b> , PVC Clip Board Long 13-1/2" x 9" (Black-Color) Clip Board a small board with a spring clip at the top, used for holding papers and providing support for writing. computing a temporary storage area where material cut or copied from a file is kept for pasting into another file. (MGK)	10	70.00	700.00
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45	piece	<b>MARKER</b> , Refillable Permanent Red, Ink: Alcohol-Based, Tip: Acrylic fibre, Tip Diameter: 4.0mm, Width of Stroke: 1.00mm, Weight: 16.2g, (Pilot)	20	34.00	680.00
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<i>sub-total:</i>					<b>200,574.00</b>





## PURCHASE ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: 25 MAR 2026

Supplier : <b>LAMBERT TRADING</b>	P.O. No. : 2026-090
Address : <b>Quezon Street, Talavera, Nueva Ecija</b>	Date : 2/18/2026
TIN : 220-934-592-000	Mode of Procurement : <u>Small Value Procurement</u>
Contact No : 0945-430-3594/0956-255-1529	(SVP)

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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
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67	piece	<b>PEN</b> , Sign Pen, blue, liquid/gel ink, 0.5mm, non-refillable, (M&G)	60	12.00	720.00
68	piece	<b>PEN</b> , Sign Pen, red, liquid/gel ink, 0.5mm, non-refillable, (M&G)	10	12.00	120.00
70	pack	<b>PHOTO PAPER</b> , A4, High glossy, 230gsm, 20sheets/pack. (Quaff)	8	90.00	720.00
73	box	<b>PUSH</b> , pins, (HBW)	10	33.00	330.00
74	piece	<b>PVC COVER</b> , Legal, 8.5" x 13", 300 Micron, (MGK)	1	6.00	6.00
78	bundle	<b>RING BINDER</b> , Plastic, 12mm, 110sheets, (1 dozen), (Generic)	1	110.00	110.00
79	bundle	<b>RING BINDER</b> , Plastic, 16mm, 150sheets, (1 dozen), (Generic)	1	165.00	165.00
80	bundle	<b>RING BINDER</b> , Plastic, 24mm, 220sheets, (1 dozen), (Generic)		330.00	330.00
81	unit	<b>SCIENTIFIC CALCULATOR</b> , 417 Function, Fraction calculation, Combination and Permutation, Statistics N equation mode, 9 variable memories Table function, Equation calculation, Multi replay 10+2 digits, Dot matrix, Plastic keys comes with new slide-on hard case, Solar and Battery, Dimensions:8.5x2.7x19.3cm (Casio FX991ES Plus	1	1,245.00	1,245.00
82	piece	<b>SLIDING FOLDER</b> , Assorted color, Legal, (Generic)		13.00	325.00
84	bottle	<b>STAMP PAD INK</b> , Black, 50ml (HBW)	3	18.00	54.00
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86	box	<b>STAPLE WIRE</b> , 10mm, 1000pcs/box (Joy)	3	45.00	135.00
87	box	<b>STAPLE WIRE</b> , 6mm, 1000pcs/box (Joy)	3	30.00	90.00
88	box	<b>STAPLE WIRE</b> , For gun tacker HT21 2000/box (Joy)	3	30.00	90.00
89	box	<b>STAPLE WIRE</b> , For gun tacker, 10.00mm, (1000 staples), (Joy)	2	50.00	100.00
90	box	<b>STAPLE WIRE</b> , for gun tacker, stainless steel, 13/4-6- 8mm, (Joy)	2	45.00	90.00
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# PURCHASE ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

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<b>Supplier :</b> <u>LAMBERT TRADING</u> <b>Address :</b> <u>Quezon Street, Talavera, Nueva Ecija</u> <b>TIN :</b> <u>220-934-592-000</u> <b>Contact No :</b> <u>0945-430-3594/0956-255-1529</u>	<b>P.O. No. :</b> <u>2026-090</u> <b>Date :</b> <u>2/18/2026</u> <b>Mode of Procurement :</b> <u>Small Value Procurement (SVP)</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
<b>Balance Forwarded:</b>					
92	box	STAPLE WIRE, No. 10 (Joy)	13	6.00	78.00
93	pack	STICKER PAPER, (white) 8.5" x 13" (legal) matte type (10sheets/pack), (MGK)	5	30.00	150.00
94	pack	STICKER PAPER, A4 matte type (10s/pack), (Sentro)	10	40.00	400.00
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98	pad	STICKY NOTES, 3x4, 100sheets/pad (HBW)	10	25.00	250.00
					<b>207,578.00</b>
***** Purpose: Office Supplies - APP 3rd Quarter 2025 (PR# 2025-10-312)					

**Two Hundred Seven Thousand Five Hundred Seventy-Eight Pesos Only**

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Conforme:

\_\_\_\_\_  
 Signature over Printed Name of Supplier

\_\_\_\_\_  
 Date



Very truly yours,

DR. ARNOLD E. VELASCO  
 President  
 Authorized Official

**Fund Cluster :** \_\_\_\_\_

**Funds Available :** \_\_\_\_\_

JASPER A. YAUDER, CPA  
 Budget Officer

**ORS/BURS No. :** 12-206441-2026-02-0889

**Date of the ORS/BURS:** 19 FEB 2026

**Amount :** 207,578